



Indiana CLEAN Community Challenge¹ Annual Performance Report

State Form 53116 (R / 3-09)
Indiana Department of Environmental Management
CLEAN Community Challenge

Indiana Department of Environmental Management
Office of Pollution Prevention and Technical Assistance
100 North Senate Avenue IGCS W041
Indianapolis, IN 46204-2251
Telephone: (800) 988-7901
FAX: (317) 234-6573
www.cleancommunities.IN.gov

The Indiana CLEAN Community Challenge Annual Performance Report should demonstrate progress toward objectives and targets AND certify CLEAN Community Challenge requirements continue to be achieved. The Annual Performance Report should include the status of projects committed to in your community's original application, results of completed projects, and assurance that an annual Quality of Life Plan review was conducted by your community. Indiana CLEAN Communities must submit an Annual Performance Report two months after the anniversary of their CLEAN Community designation date.

Please do not include any confidential community or business information in your Annual Performance Report. Public access laws require IDEM to make the Annual Performance Report publicly available, which may include posting all portions of your report on the Indiana CLEAN Community Challenge Web site.

Your Annual Performance Report should be reviewed and signed by a senior manager at your community prior to submittal. Once signed, fax or mail the report to IDEM. If you have any questions, please contact the CLEAN Community Challenge Program Manager at 800-988-7901.

COMMUNITY INFORMATION
Name of Community Richmond
Street Address (number and street) 50 North 5 th Street
City, State, ZIP Code Richmond, IN 47374
Web site www.richmondindiana.gov
CONTACT INFORMATION
Name of Contact Scott Zimmerman
Title City Planner
Telephone number 765/983-7343
FAX number 765/962-7024
E-mail address szimmerman@richmondindiana.gov
Mailing Address (number and street) 50 North 5 th Street
City, State, ZIP Code Richmond, IN 47374
Reporting Period Dates (month, day, year) April 24, 2008 – April 24, 2009
If this is your third Annual Performance Report, do you wish to renew your Indiana CLEAN Community Challenge designation? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, your community will need to provide five new objectives and targets in the Continual Environmental Improvement section of this report.

ENVIRONMENTAL MEDIA ACTIVITIES	
Please identify the five objectives and targets in your Quality of Life Plan and describe the baseline measurement, the progress made during the past year, future plans for achieving each target, and any cost savings experienced as a result of the target.	
Environmental Media Activity #1	
Objective Objective 1: Air Emissions	
Target Reduce Sanitation Department fuel consumption by 10%	
Baseline	Progress Made
Purchasing Department has statistics on gasoline purchases for Sanitation Department in 2008	Calendar year 2008 Progress made April 24 - December 31 baseline created Calendar year 2009 Progress made January 1 - April 24 baseline created Hurdles overcome creating reporting process
Upcoming Plans to Achieve Target	Cost Savings
Modeling of trash routes for gas efficiency; working with Earlham College Math Dept.	
If this is your third annual performance report, please provide the final results of this activity. If the objective and target were not achieved in the three year designation period, provide a description of why the objective and target was not met.	

Environmental Media Activity #2	
Objective Objective 2: Electricity used for outdoor lighting	
Target Reduce electrical consumption of City-owned outdoor lighting by 10%	
Baseline	Progress Made
Richmond Power & Light has monitored the amount of electricity used for out-door lighting, specifically street lights and traffic signals, for the calendar year 2008	Calendar year 2008 Progress made April 24 - December 31 baseline created Calendar year 2009 Progress made January 1 - April 24 baseline created Hurdles overcome creating reporting process
Upcoming Plans to Achieve Target	Cost Savings
Replace traffic signals with LED bulbs	
If this is your third annual performance report, please provide the final results of this activity. If the objective and target were not achieved in the three year designation period, provide a description of why the objective and target was not met.	

Environmental Media Activity #3	
Objective Objective 3: Electricity use in the City Building	
Target Reduce electrical consumption in the City Building and the Sanitary District Building	
Baseline	Progress Made
Richmond Power & Light has monitored the amount of electricity used in the City Building and Sanitation office for the calendar year 2008	Calendar year 2008 Progress made April 24 - December 31 baseline created Calendar year 2009 Progress made January 1 - April 24 baseline created Hurdles overcome creating reporting process
Upcoming Plans to Achieve Target	Cost Savings
Pursuing energy efficiency upgrades to both buildings such as window replacements	
If this is your third annual performance report, please provide the final results of this activity. If the objective and target were not achieved in the three year designation period, provide a description of why the objective and target was not met.	

Environmental Media Activity #4	
Objective Objective 4: Office Paper	
Target Reduce volume of solid paper waste sent to the landfill.	
Baseline	Progress Made
White paper is now sorted from office trash and sent to the recycling center. This has been done to create a baseline for 2008	Calendar year 2008 Progress made April 24 - December 31 baseline created Calendar year 2009 Progress made January 1 - April 24 baseline created Hurdles overcome creating reporting process
Upcoming Plans to Achieve Target	Cost Savings
Network all computers to printer and use recycled paper.	
If this is your third annual performance report, please provide the final results of this activity. If the objective and target were not achieved in the three year designation period, provide a description of why the objective and target was not met.	

Environmental Media Activity #5

Objective **Objective 5: Recyclables**

Target **Achieve a 30% reduction in solid waste going to the landfill from the City Building and the Sanitary District Office**

Baseline	Progress Made
Recyclables are now separated, weighed and sent to the recycling center. This has been done to create a baseline for 2008	Calendar year 2008 Progress made April 24 - December 31 baseline created Calendar year 2009 Progress made January 1 - April 24 baseline created Hurdles overcome creating reporting process
Upcoming Plans to Achieve Target	Cost Savings
Increase number of recycling bins to encourage more recycling	

If this is your third annual performance report, please provide the final results of this activity. If the objective and target were not achieved in the three year designation period, provide a description of why the objective and target was not met.

ANNUAL EMS AUDIT

Summarize the results of the Annual EMS Audit your community performed on the Quality of Life Plan.

Met with Laura Siefert on 6/2/09 to review Annual Performance Report and discuss QLP. Main concern is to review and update QLP. Will be able to set upcoming monthly meeting to do that.

COMMUNITY AND BUSINESS OUTREACH

Briefly describe the information presented to the community and businesses to keep residents informed of important issues related to the community's environmental performance, including how the status of Quality of Life Plan objectives were relayed to the community.

The information was placed on our newly redesigned website

<http://richmondindiana.gov/content/category/10/301/215/>

CONTINUAL ENVIRONMENTAL IMPROVEMENT

If this is your third Annual Performance Report and your community desires to continue membership as an Indiana CLEAN Community, please provide five new objectives and targets your community will commit to during the next three year designation period, otherwise skip to the next section.

N/A

ADDITIONAL INFORMATION

Please provide the following additional information.

- List environmental awards received or voluntary programs participated in during the past twelve months (include information about each particular program).
See Appendix
- Has your community taken advantage of any CLEAN benefits? If so, please describe which benefits were used, the implementation process, and ideas for additional benefits IDEM should consider.
See Appendix
- Is your community pursuing ISO 14001 EMS certification? If yes, how has the Indiana CLEAN Community Challenge program been instrumental in achieving ISO 14001 EMS certification?
NO
- Explain the measured or perceived results from receiving, documenting, and responding to external communication and its effect on Quality of Life Plan objectives and targets?
See Appendix
- Explain the emergencies experienced within the community during the past year. Were the applicable emergency and contingency plans detailed in the Quality of Life Plan effective? What changes, if any, have been made to your community's emergency or contingency plans?
See Appendix
- How have community residents and businesses reacted to your community participating in the Indiana CLEAN Community Challenge?
See Appendix
- According to the measurement program developed and implemented by your community to measure Quality of Life Plan success, is your community's Quality of Life Plan successful? Why or why not? If not, what changes will be made to ensure continual environmental improvement and future Quality of Life Plan success?
See Appendix

CERTIFICATION AND PLEDGE

I certify that the information contained in this Annual Performance Report and attachments is accurate to the best of my knowledge and that this local government is, to the best of my knowledge and based on reasonable inquiry, currently in compliance with all applicable federal, state, and local environmental requirements, or has a corrective action program in place to attain compliance.

We, The City of Richmond, Indiana, commit to maintaining the principles and goals outlined in our Quality of Life Plan for our local government's Indiana CLEAN Community status. We agree to strive for full compliance with all regulations promulgated by U.S. EPA, the state, and/or local jurisdictions. We agree to promote the Indiana CLEAN Community Challenge and to share our success stories with other communities. We understand that the Annual Performance Report must be submitted to the local government and IDEM and that we must reapply to the Indiana CLEAN Challenge every three years.

I understand that the information provided in this Annual Performance Report will be public record. I am the highest-ranking community official or I have been fully authorized by the highest-ranking community official to execute this statement on behalf of the local government submitting this Annual Performance Report.

Signature <i>Sally Hutton</i>	Title <i>Mayor</i>	Date (month, day, year)
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Please submit your CLEAN Community Challenge Annual Performance Report to:

IDEM-OPPTA
CLEAN Community Challenge Program Manager
100 North Senate Avenue
MC 64-00 IGCS W041
Indianapolis, IN 46204-2251
FAX: 317-234-6573

**Indiana CLEAN Community Challenge
Annual Performance Report**

Additional Information

Item 1: Environmental awards and voluntary programs

Earth Day Participation – The City of Richmond had a display for Earth Day promoting CLEAN City designation, our Wellhead Protection Ordinance and the Sustainability & Conservation section of the Richmond Comprehensive Plan.

WCTV – Stephanie Hays-Mussoni, chair of our Environmental Awareness Council, has hosted six 20-30 minute public television shows focusing on different aspects of environmental sustainability.

Mathematical modeling – Earlham math students are modeling sanitation truck routes to create greater efficiency.

Recycling Day in Rose Hamilton Neighborhood – Earlham students canvassed the neighborhood, reaching 129 out of 345 residents to find out 93 residents had City-issued recycling containers and 61 actually used them. The Sanitation Department is using this information to contact the residents who do not recycle.

Item 2: CLEAN benefits

Signs & Stickers – more than 30 stickers have been put on City vehicles, mainly busses, promoting our CLEAN designation. Six CLEAN signs have been placed around the community.

Grants – CLEAN designation has been included in all grant applications for environmental projects.

Commissioner's Meeting – Two city representatives attended the annual Commissioner's Meeting in Indianapolis.

Item 3: ISO certification

No, we are not certified.

Item 4: Communication of QLP

We have not had public communication based on awareness of our QLP.

Item 5: Emergencies

The City of Richmond has not experienced any emergencies that would have tested our QLP

Item 6: Community participation

Due to increased awareness of the importance of environmental sustainability, Earlham College focused their Public Forum series on sustainability.

Item 7: Measurements

Richmond has spent the first year establishing baseline readings on their Environmental Media Activities.